

**Indiana Department of Workforce Development
Commission on Vocational and Technical
Education
Document 00-1**

MINUTES

INDIANA COMMISSION ON VOCATIONAL AND TECHNICAL EDUCATION

**Indiana Government Center South
Rooms 4 and 5
302 and 402 West Washington Street
Indianapolis, Indiana**

January 21, 2000

Minute No. 01

Call to Order – Item I – Chair Brown called the meeting of the Indiana Commission on Vocational and Technical Education to order at 1:07 p.m.

Minute No. 02

Pledge of Allegiance – Item II – Chair Brown led the Commission members and the audience in the Pledge of Allegiance to the flag.

Minute No. 03

Roll Call and Determination of a Quorum – Item III. Chair Brown declared a quorum present. Commission members Andrew Brown, Steven Pitts, John Patterson, Kenneth Pierce, Marnia Kennon, and Larry Ferguson were in attendance. Commission members Paul Hernandez, Dan Theobald, and John Egger were not in attendance. There are two vacancies on the Commission.

Minute No. 04

Discussion Item – Item IV, - Consideration of November 19, 1999 Minutes, Document 99-6

Commission member Pierce moved that the Minutes of the November 19, 1999 Meeting, Document 99-6, be approved as mailed. Seconded by Commission member Kennon; unanimously carried.
(Copy filed with official Minutes.)

Action: Approved Commission Minutes as mailed

Minute No. 05

Discussion Item – Item V. – State Director's Report

Terry R. Fields, State Director of Vocational and Technical Education, gave an update on the industry-based workforce certification pilot project in Elkhart/South Bend. Staff is currently working with approximately twelve companies and projects. Staff has projected that 20,000 certificates will be awarded to incumbent

workers in ninety days. Most of these certificates will be at the core competency level of advance manufacturing. Mr. Fields also reported that a number of companies have contacted staff wanting to participate in this initiative; and, as a result, additional individuals are being trained to perform job task analysis and assist companies in issuing CTAs.

Mr. Fields reported on the status of the vacancies on the Commission, stating that the Governor's office is reviewing recommendations.

Mr. Fields gave a report on events that occurred at the National Association of State Director's of Vocational and Technical Education Consortium (NASVTEC) meeting he attended in Orlando, Florida. The meeting was held in conjunction with the American Association of Career and Technical Education convention. Mr. Fields has held a number of positions with NASVTEC, including serving on the Board of Directors. During this meeting, he was inducted as President for the year 2000. Discussion on the Incumbent Worker project followed.

Minute No. 06

Decision Item – Item VI. – Old Business

There were no Decision Items to come before the Commission.

Minute No. 07

Decision Item – Item VII – New Business

Commission member Pierce discussed the Indiana State Reporting System (ISR). He noted that a former software vendor of the ISR system has been sending information to all Area Vocational Districts with information on an updated version of the software package. He expressed concern that this could create problems for state reporting in the future if AVDs are using a different reporting software than the one which collects data the state needs. Mr. Fields stated DWD staff is in the process of rectifying this situation. Each AVD uses the former software in a different capacity for local reports. DWD staff will be mailing information to each Area Vocational Director in order to update them on the reports the new INTERS system can create including reports needed by the state.

Minute No. 08

Information and Discussion Items – Item VII.A. – Legislative Update

Mr. Fields updated the Commission on the State's new funding formula. The new formula is scheduled to go into effect January 2002. At this time there are four (4) bills affecting Vocational and Technical Education. Discussion on these bills followed.

Minute No. 09

Information and Discussion Items – Item VIII.B. – Status of Area Vocational Districts 03 and 04

Mr. Fields updated the Commission on Area Vocational District 04. This district includes Crown Point, Hanover, and Lowell school corporation. The State Board of Education approved the formation of this district which has grown from approximately 200 students, to the current level of approximately 800 students in vocational education. This is the first year as a functional Area Vocational District.

Minute No. 10

Information and Discussion Items – Item VIII.C. – Update on State Programs and Leadership Funds

Mr. Fields reported DWD staff are still in the process of working with the Indiana Department of Education to determine if Gender Equity dollars are left from Perkins II. Currently, funding for the Awards for Excellence Program and State Building and Construction Trades Council to develop local partnerships through School-to-Work Regions for construction trades has been approved. Also, Soni Jones, former DWD staff, has a Personal Services contract with DWD using State Programs and Leadership dollars to train teachers on issuing Certificates of Technical Achievement. At the next meeting, Mr. Fields hopes to have additional information on the disposition of State Programs and Leadership Funds.

Minute No. 11

Information and Discussion Items – Item VIII.D. – Update on Certificates of Technical Achievement and Assessment Sites

Mr. Fields presented an update on the Certificates of Technical Achievement. Thus far, the CTA initiative has expanded and will continue to due to the new funding formula. He noted there is quite a bit of interest being generated from the schools to have teachers trained to assess for CTAs. At present, there are 274 people certified to issue Certificates of Technical Achievement. The 1996-1999 Progress Summary shows CTAs by School to Work regions and Occupational Area. (Copy filed with official Minutes.) The Indiana Department of Education is holding a Business Support Meeting in which students will be assessed for Certificates of Technical Achievement at the in-state leadership and competitive events student conference. The Health Occupations Student Association will also be holding their student conference in the spring in which its students will also be assessed for Certificates of Technical Achievement.

Minute No. 12

Information and Discussion Items – Item VIII.E. – Career and Technical Education Week (February 13 – 19) Governor's Proclamation and Sixteenth Annual Awards for Excellence Recognition Ceremony (Tuesday, February 15)

Rosie Smith, Technical Education Specialist, updated the Commission on the Sixteenth Annual Awards for Excellence. This program recognizes Vocational Education programs, students, guidance and counseling personnel services and partnerships that exemplify excellence in Vocational Education. This year's program has been highly publicized resulting in more than 200 applications received. This number has more than doubled from previous years. The program is sponsored by the Indiana Commission on Vocational and Technical Education in cooperation with the Indiana Association for Career and Technical Education. The Awards for Excellence Ceremony will be held on Tuesday, February 15, 2000 at 3:00 p.m. in the Indiana Government Center Auditorium. An announcement was made available to Commission members and the audience. (Copy filed with official Minutes.) Diane Willis will announce the awardees. Governor O'Bannon has declared the week of February 13 through February 19 as Career and Technical Education Week. (Copy filed with official Minutes).

Minute No. 13

Information and Discussion Items – Item VIII.F. – Feedback from Commission Members Visits to Vocational and Technical Education.

Chair Brown shared his thoughts on the importance of working with school counselors and the Indiana School Counselors Association. Since there were no other reports, Chair Brown opened the floor up for discussion of any other relevant topics.

Discussion on the new funding formula followed.

Minute No. 14

Adjournment – Item IX. There being no further business to come before the Commission, Chair Brown adjourned the meeting at 2:05 p.m.

(Date)

Andrew Brown, Chair

Dan Theobald, Secretary

Indiana Department of Workforce Development
Commission on Vocational and Technical Education

MEETING ACTION

January 21, 2000

Minute No.	Action Taken
4	Approved Commission Minutes as mailed